



*Standing Behind the Men
and Women Who Stand
Behind the Badge*

HOME OFFICE LOCATION:

PHOENIX
5033 N 19th AVENUE
Suite 123
PHOENIX, AZ 85015
PHONE: 602-485-0100
FAX: 602-242-1715

BRANCH OFFICE - TUCSON
520-248-7626

www.100club.org

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Sharon Knutson-Felix

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100 CLUB OF ARIZONA
Is a charitable non-profit
Arizona Corporation
(Az. Corp. #00082094-4).
Federal 501 (C)(3)
T.I.N. 23-7172077

August 13, 2015

Chief Greg Ruiz
Tempe Fire Medical Rescue Department
Attn: Tempe Fire Medical Rescue Dept.
P.O. Box 5002
Tempe, AZ 85280

Re: 100 Club Safety Enhancement Stipend

Dear Chief Ruiz:

The 100 Club is pleased to announce that Tempe Fire Medical Rescue Department is a recipient of the 100 Club of Arizona's Safety Enhancement Stipend Awards for the 2nd Qtr. 2015.

The award is not to exceed \$830.00 for the purchase of Rehabilitation Unit Set-up Equipment. Please follow the procedures and specifications below to secure your safety equipment.

1. The equipment must be ordered within 60 days of notification of the stipend approval, **(10/13/2015).**
2. The 100 Club will reimburse your agency within 14 days of receiving a paid invoice.
3. If a reimbursement is requested, all invoices are to be dated and signed by the head of the requesting agency or their designee and must be submitted for reimbursement within 120 days of this notice. Delays directly responsible by the agency may result in forfeiture of the stipend.
4. Upon the agency receiving the items ordered, the invoice and letter of confirmation signed by the authorized person for that agency should be sent to the 100 Club.

(You must note in the letter that the items were received in satisfactory condition.)
5. The 100 Club will verify the invoice with the original request. Reimbursements or payments will only be made for the original amount requested and approved and will not exceed the amount of the invoice.
6. A stipend report will be due by December 31, 2015 or prior to applying for a new stipend within the same funding year. The report can be downloaded from our website at www.100club.org and submitted via email to pattib@100club.org. Failure to submit the report will disqualify the agency for future SES funding.

If you have any questions, please call or email Patti Ballentine, Operations Manager at 602-485-0100 or pattib@100club.org.

Sincerely,

Sharon Knutson-Felix
Executive Director

The 100 Club of Arizona is a non-profit organization that provides immediate financial assistance to families of public safety officers and firefighters who are seriously injured or killed in the line of duty and to provide resources to enhance their safety and well-being.